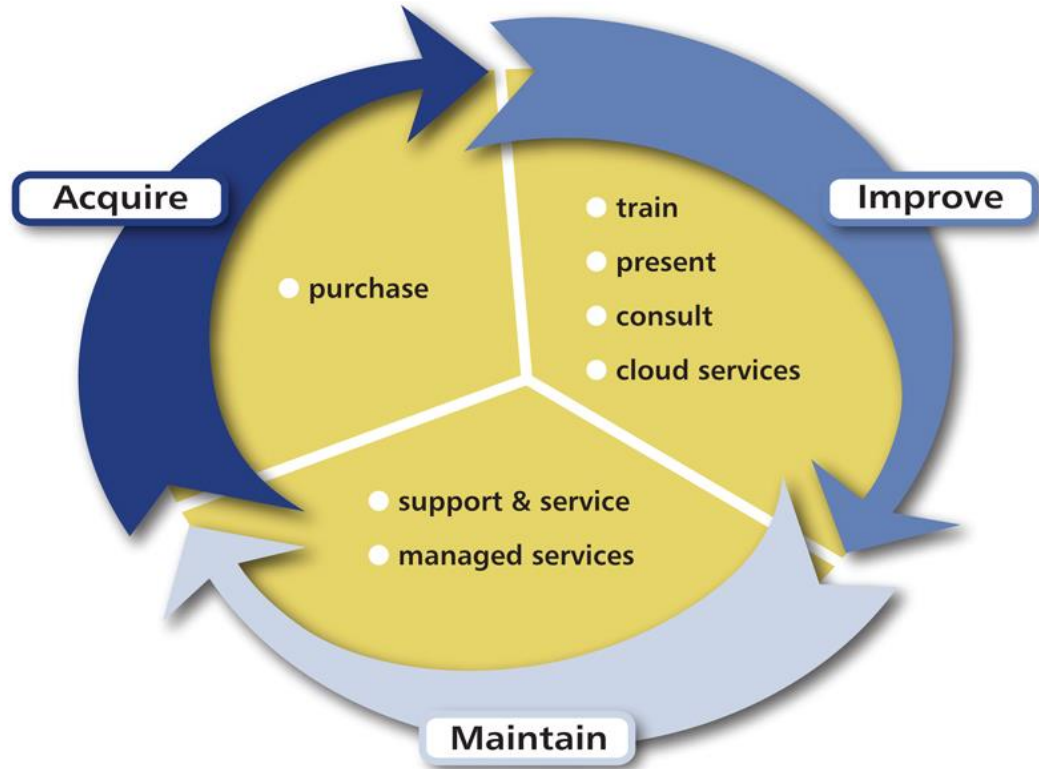


# Welcome

## Office 365 – Way More than Mail!



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# System Source & Mind Over Machines:

- **Leaders in Baltimore IT since 1980s**
  - System Source since 1981
  - Mind over Machines since 1989
- **Long-tenured, complementary relationship**



the one source for IT & AV

# Agenda

What is Office 365?

What is Azure Active Directory?

Security related feature sampling

- Multifactor authentication
- Self-serve password reset
- Mobile device management

Enterprise Mobility Suite (EMS)

Office 365 as a development platform

Dynamics CRM and Power BI as core business apps

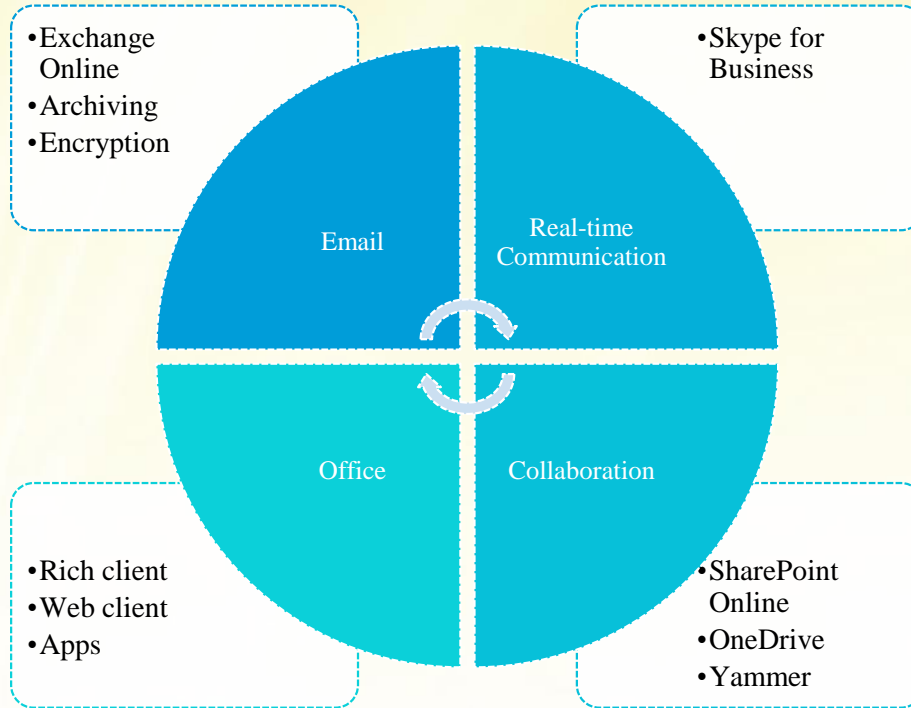
Case study - replacing \$500K in applications with out of box CRM functionality

New Microsoft products – Delve and Sway

# What is Office 365?



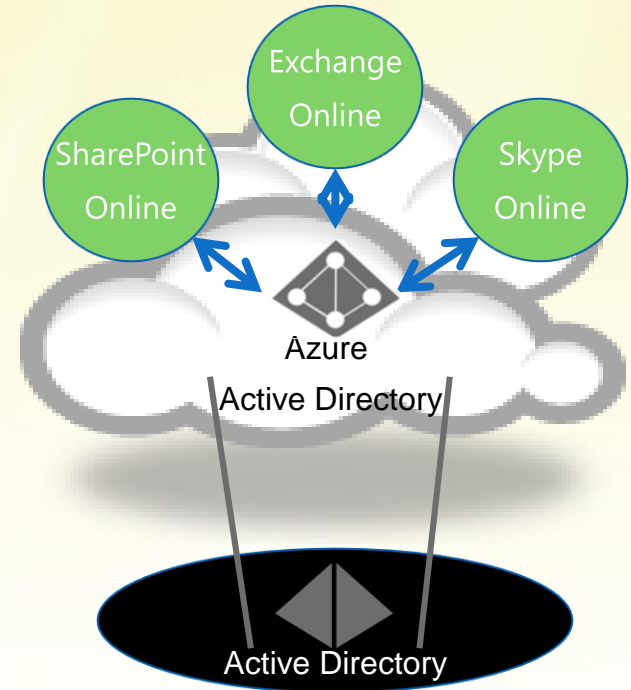
# What is Office 365?



# Where are your Office 365 Accounts?

## Microsoft Azure Active Directory

- Azure Active Directory (Azure AD) is Microsoft's multi-tenant cloud based directory and identity management service.
- Azure AD also includes a full suite of identity management capabilities including:
  - Multi-factor authentication
  - Device registration
  - Self-service password management
  - Self-service group management
  - Privileged account management
  - Role based access control
  - Application usage monitoring
  - Rich auditing and security monitoring and alerting.



# What is Azure Active Directory?

- The Azure Active Directory service comes in three editions:
  - Free
  - Basic
  - Premium

*The Free edition is included with an Azure or Office 365 subscription.*

- The Basic and Premium editions are available through a **Microsoft Enterprise Agreement**, the **Open Volume License Program**, and the **Cloud Solution Providers** program. Azure and Office 365 subscribers can also buy Azure Active Directory Basic and Premium online.



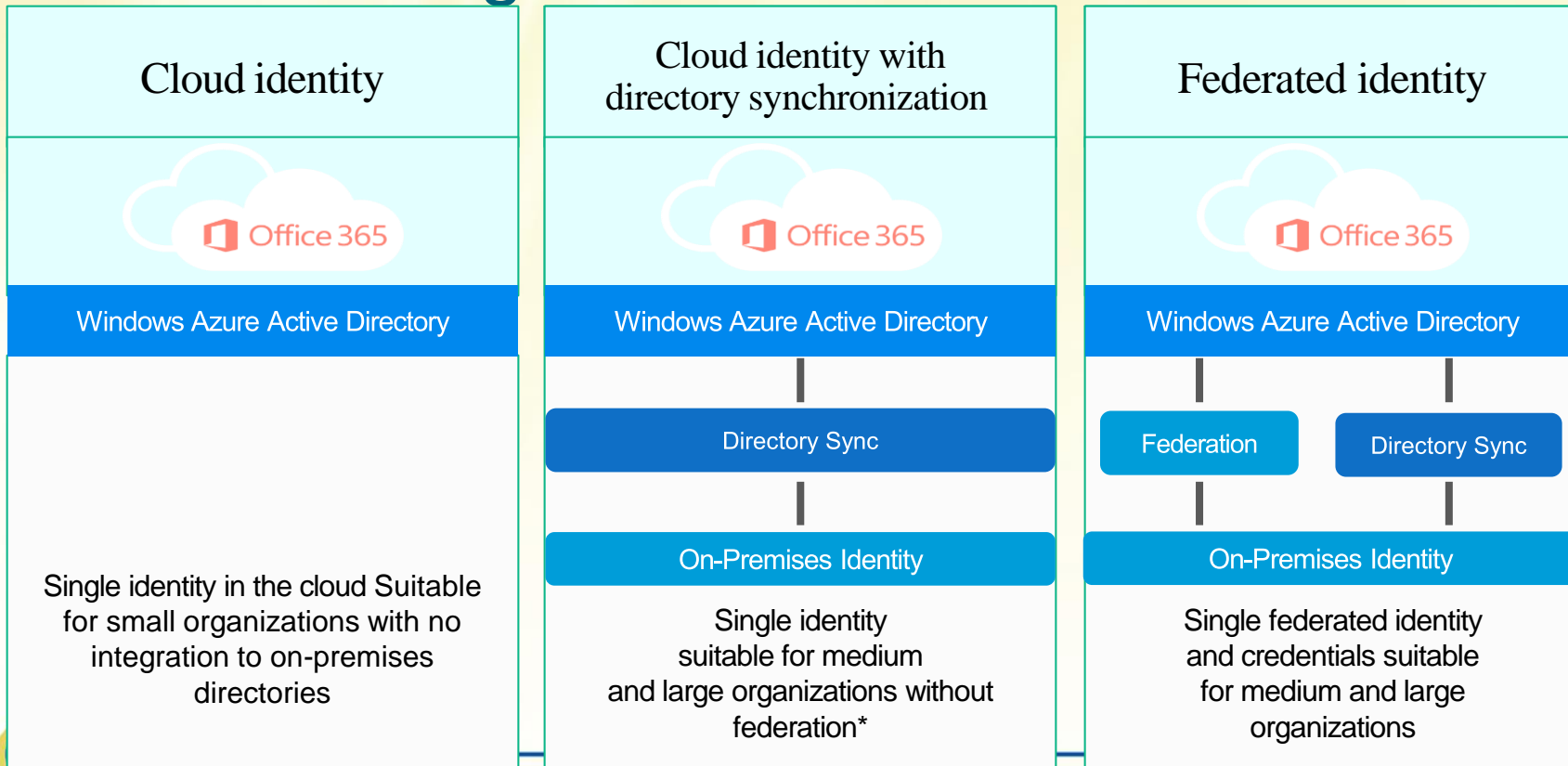
# Azure AD Features

- Every paid subscription to Office 365 comes with a free subscription to Azure Active Directory.
- You can use Azure AD to manage your apps and to create and manage user and group accounts independent of Office 365.
- To activate this subscription and access the Azure management portal, you have to complete a one-time registration process.

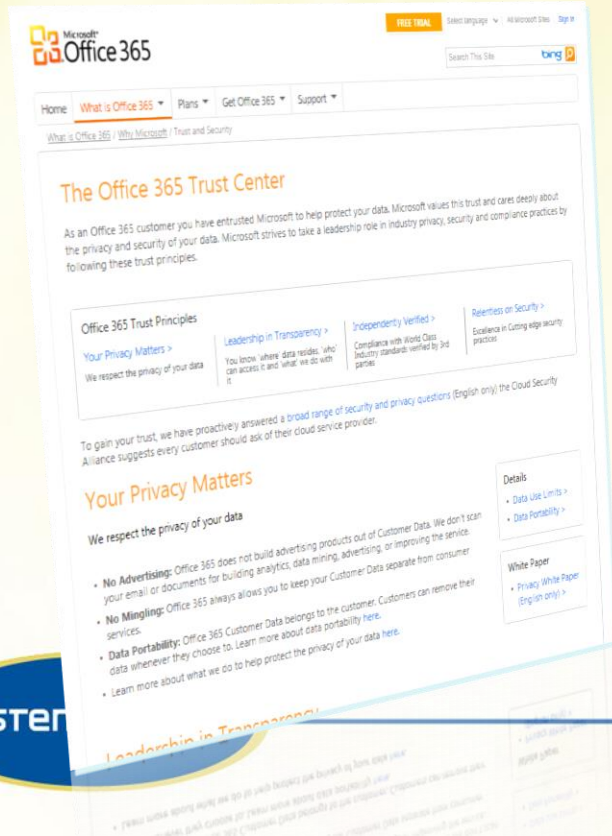
		FREE	BASIC	PREMIUM	
Common Features	Directory Objects <sup>1</sup>	500,000 Object Limit	No Object Limit	No Object Limit	
	User/Group Management (add/update/delete)/ User-based provisioning, Device registration	✓	✓	✓	
	Single Sign-On (SSO)	10 apps per user <sup>6</sup> (pre-integrated SaaS and developer-integrated apps)	10 apps per user <sup>6</sup> (free tier + Application proxy apps)	No Limit (free, Basic tiers +Self-Service App Integration templates <sup>5</sup> )	
	Self-Service Password Change for cloud users	✓	✓	✓	
	Connect (Sync engine that extends on-premises directories to Azure Active Directory)	✓	✓	✓	
	Security/Usage Reports	3 Basic Reports	3 Basic Reports	Advanced Reports	
Premium + Basic Features	Group-based access management/provisioning		✓	✓	
	Self-Service Password Reset for cloud users		✓	✓	
	Company Branding (Logon Pages/Access Panel customization)		✓	✓	
	Application Proxy		✓	✓	
	SLA		✓	✓	
Premium Features	Self-Service Group and app Management/Self-Service application additions/ Dynamic Groups			✓	
	Self-Service Password Reset/Change/Unlock with on-premises writeback			✓	
	Multi-Factor Authentication (Cloud and On-premises (MFA Server))	... <sup>3</sup>	... <sup>3</sup>	✓	
	Microsoft Identity Manager user CAL <sup>4</sup>			✓	
	Cloud App Discovery			✓	
	Connect Health			✓	
	Automatic password rollover for group accounts			✓	
	Azure Active Directory Join – Windows 10 only features				
	Join a device to Azure AD, Desktop SSO, Microsoft Passport for Azure AD, Administrator Bitlocker recovery	✓	✓	✓	
MDM auto-enrolment, Self-Service Bitlocker recovery, Additional local administrators to Windows 10 devices via Azure AD Join				✓	



# Local AD Integration with Office 365



# Office 365 Trust Center



Clear messaging with plain English

Details for security experts

Links videos, whitepapers

<http://trust.office365.com>

# Microsoft's Offerings

- Various SaaS offerings of which Office 365 is one of the offerings
- Built on top of Azure AD
- Office 365, InTune and EMS are discussed here
- Other services include CRM, Azure platform services, and more.
- Some sample features...

# Multi-Factor Authentication

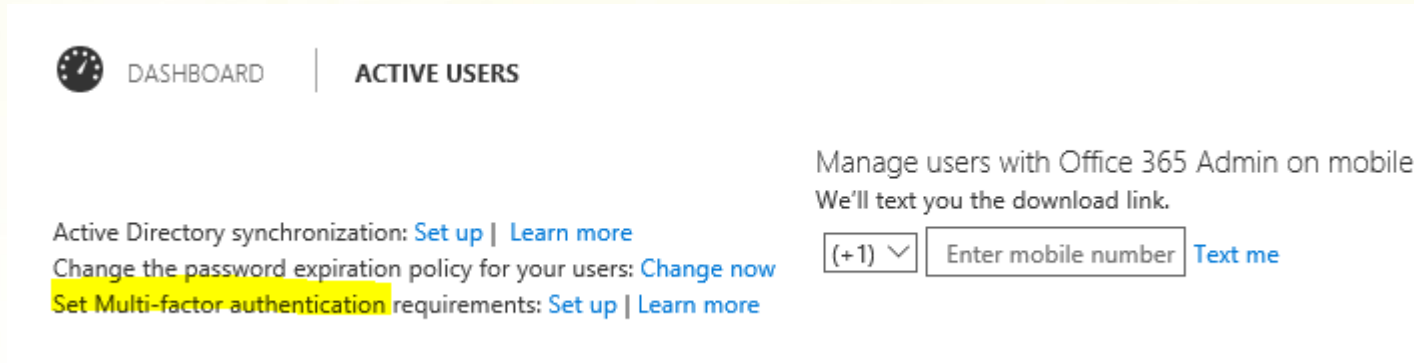
*(Sample of Office 365 feature)*

# Multi-Factor Authentication (MFA)

- Office 365 offers “built in” two-factor authentication.
- Office 365 MFA covers...
  - Exchange Online
  - SharePoint Online
  - Lync Online
  - Dynamics CRM Online
  - Project Online
  - Office 2013 / 2016 Pro Plus on-premises
    - App Passwords are used for Office applications
- App Password – A 16-character randomly generated password used with Office applications in lieu of the second authentication factor.
  - Note – The roadmap is to add true MFA to Office applications

# Multi-Factor Authentication (MFA)

*Demonstration – User setup and administration, user controls*



The screenshot shows the 'ACTIVE USERS' section of the Office 365 Admin mobile app. It features a navigation bar with a clock icon and 'DASHBOARD' and 'ACTIVE USERS' tabs. Below the navigation bar, there are three links: 'Active Directory synchronization: [Set up](#) | [Learn more](#)', 'Change the password expiration policy for your users: [Change now](#)', and 'Set Multi-factor authentication requirements: [Set up](#) | [Learn more](#)'. To the right, there is a section titled 'Manage users with Office 365 Admin on mobile' with the text 'We'll text you the download link.' Below this, there is a dropdown menu with '(+1)' and a 'Text me' button.

# Self Serve Password Reset

*(Sample of Azure AD features)*



# Self Serve Password Reset

- **Azure AD Free** - cloud-only administrators can reset their own passwords
  - Administrators need to provide a cell phone number and/or an alternate email address (Office 365 Settings | Personal Information)
  - <https://passwordreset.microsoftonline.com/>
- **Azure AD Basic or Basic with a Paid O365 Subscription** - cloud-only users and cloud-only administrators can reset their own passwords
- **Azure AD Premium** - any user or administrator, including cloud-only, federated, or password synced users, can reset their own passwords (requires password writeback to be enabled)

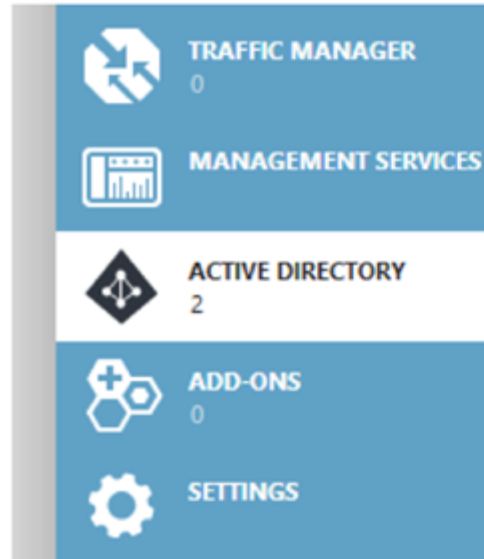
# Self Serve Setup

- Setup through Azure AD
- Enable service for users
- Setup required parameters

- Setting the number of challenges (either one or two) a user must go through to reset his or her password.
- Setting the specific types of challenges you want to enable for users in your organization from the choices below: *(NOTE: if this is an on-premises user synced to Azure AD these credentials must be added to their account properties in Windows*

- Open a browser of your choice and go to the Azure Management Portal.

- In the Azure Management Portal, find the Active Directory extension on the navigation bar on the left hand side.



- Under the Directory tab, click the directory in which you want to configure the user password reset policy

- Click the Configure tab.


- Under the Configure tab, scroll down to the user password reset policy section. This is where you configure every aspect of user password reset policy for a given directory. If you don't see this section, make sure you have

# Self Serve Use

## Portal login process

1. If you go to a site like [portal.microsoftonline.com](https://portal.microsoftonline.com), you'll see a login screen like the one below. Click the "Can't access your account" link to test the password reset function.

Sign in to Office 365

 user@domain.com

Keep me signed in

[Can't access your account?](#)

[Forget this account](#)

Microsoft

2. After clicking "Can't access your account", you are brought to a new page which will ask for a user ID for which you wish to reset a password. Enter your test user ID here, pass the captcha, and click "Next".

# Mobile Device Management

*(Sample of Office 365 / InTune feature)*

# Office 365 MDM – Device Types

- You can use MDM for Office 365 to secure and manage the following types of devices.
  - Windows Phone 8.1
  - iOS 7.1 or later versions
  - Android 4 or later versions
  - Windows 8.1\*
  - Windows 8.1 RT\*

\* Access control for Windows 8.1 and Windows 8.1 RT devices is limited to Exchange ActiveSync.

# Policies – Security Settings


















Setting name	Windows Phone 8.1	iOS 7.1+	Android 4+
Require a password	✓	✓	✓
Prevent simple password	✓	✓	✗
Require an alphanumeric password	✓	✓	✗
Minimum password length	✓	✓	✓
Number of sign-in failures before device is wiped	✓	✓	✓
Minutes of inactivity before device is locked	✓	✓	✓
Password expiration (days)	✓	✓	✓
Remember password history and prevent reuse	✓	✓	✓

# Policies – Other Settings

Setting Name	Windows Phone 8.1	iOS 7.1+	Android 4+
Require data encryption on devices	Windows Phone 8.1 is already encrypted and cannot be unencrypted	✗	✓
Device cannot be jail broken or rooted	✗	✓	✓
Email profile is managed	✗	✓	✗
Block screen capture	✓	✓	✓*
Block sending diagnostic data from device	✓	✓	✗
Block video conferences on device	✗	✓	✗
Block access to application store	✓	✓	✗
Require password when accessing application store	✗	✓	✗
Block connection with removable storage	✓	✗	✗
Block Bluetooth connection	✓	✗	✗
CameraEnabled	✓	✓	✓
RegionRatings	✗	✓	✗
MoviesRatings	✗	✓	✗
TVShowsRating	✗	✓	✗
AppsRatings	✗	✓	✗
AllowVoiceDialing	✗	✓	✗
AllowVoiceAssistant	✗	✓	✗
AllowAssistantWhileLocked	✗	✓	✗
AllowPassbookWhileLocked	✗	✓	✗
MaxPasswordGracePeriod	✗	✓	✗
PasswordQuality	✗	✗	✓
SystemSecurityTLS	✗	✓	✗

# Office 365 MDM – Enrollment and Policies

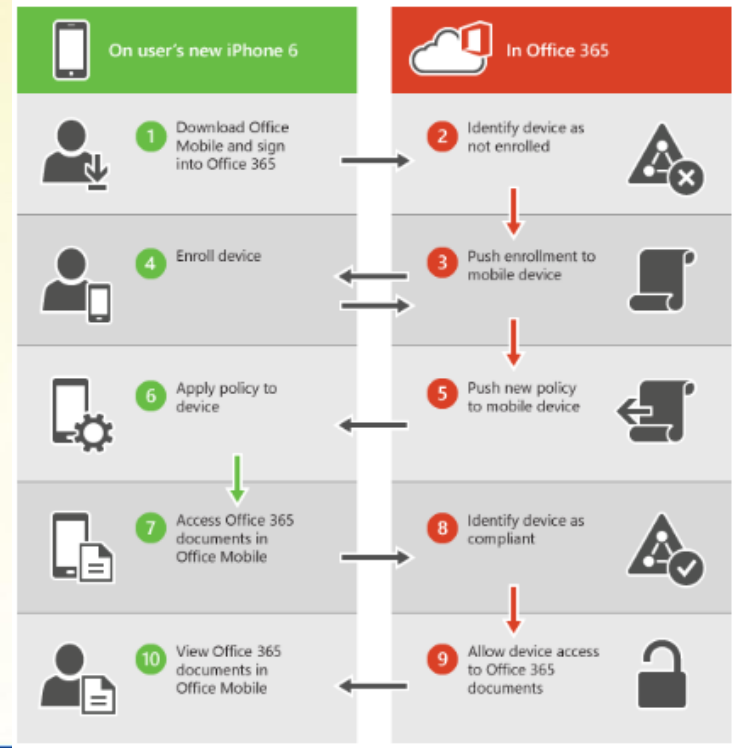
These apps will prompt users to enroll if there is a policy applied to the user.

	Windows Phone 8.1	iOS 7.1+	Android 4+
<p><b>Exchange</b></p> <p>Exchange ActiveSync includes native email and third-party apps, like TouchDown, that use Exchange ActiveSync.</p>	 Exchange ActiveSync   Exchange Mail	 Exchange ActiveSync   Mail	 Exchange ActiveSync   Email
<p><b>Office and OneDrive for Business</b></p>	<p>No supported apps</p>	 Outlook   OneDrive   Word   Excel   PowerPoint	<p><b>On phones and tablets:</b></p>  Outlook   OneDrive   Word   Excel   PowerPoint  <p><b>On phones only:</b></p>  Office Mobile



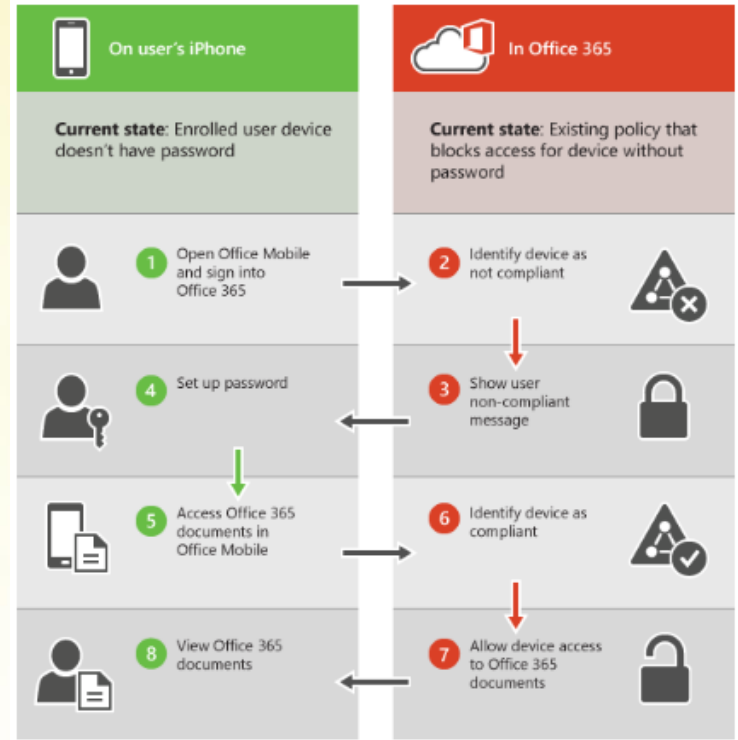
# Office 365 MDM – Enrollment and Policies

- The following diagram shows what happens when a user with a new device signs in to an app that supports access control with MDM for Office 365.
- The user is blocked from accessing Office 365 resources in the app until they enroll their device.



# Office 365 MDM – Enrollment and Policies

- User logs in with an enrolled device that isn't compliant with a security setting in a mobile device management policy that applies to their device.
- They are blocked from accessing Office 365 resources in the app until their device complies with the security setting.



# ActiveSync Policies

- ActiveSync policies can also be used to manage devices
- ActiveSync policies are in the Exchange admin center
- You can create multiple policies and apply different settings to different users

new mobile device mailbox policy

\*Required fields

\*Name: \_\_\_\_\_

Exchange admin center

dashboard  
recipients  
permissions  
compliance management  
organization  
protection  
mail flow  
**mobile**  
public folders  
unified messaging

mobile device access [mobile device mailbox policies](#)

+ ✎ 🗑️ ↺

NAME
Default (default)

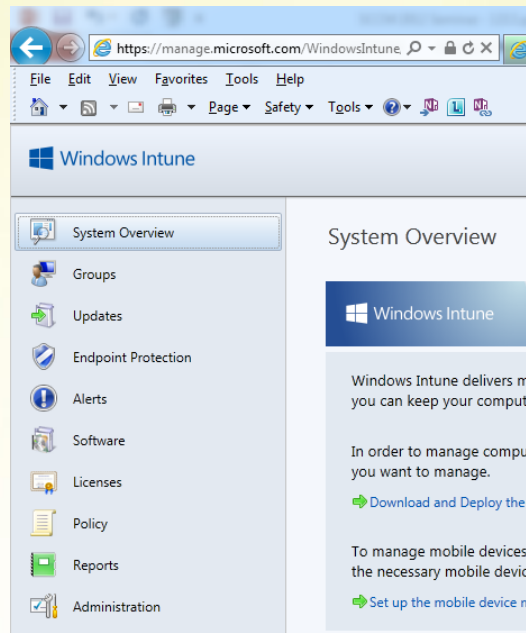
inactive for (minutes): \_\_\_\_\_ minutes

Enforce password lifetime (days): \_\_\_\_\_ days

Password recycle count: \_\_\_\_\_

# What is Intune?

- The Windows Intune is a cloud service integrated with Azure AD that helps you centrally manage and secure your PCs through a simple web-based console.
- Manages PCs and mobile devices.
  - Can be integrated with System Center Configuration Manager
- Some features:
  - Track hardware and software inventory
  - Deploy Software – Company Portal for approved applications
  - Manage updates
  - Protect devices from malware
  - Provide Remote Assistance
  - Set Security Policies – i.e. password, encryption, etc.
- Purchased separate or as part of EMS



# *Enterprise Mobility Suite*



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# Enterprise Mobility Suite

## Identity & Access Management



Microsoft Azure  
Active Directory  
Premium

Easily manage identities across on-premises and cloud. Single sign-on & self-service for any application

## Mobile Device & App Management



Microsoft Intune

Manage and protect corporate apps and data on almost any device with MDM & MAM

## Information Protection



Microsoft Azure  
Rights Management  
Premium

Encryption, identity, and authorization to secure corporate files and email across phones, tablets, and PCs

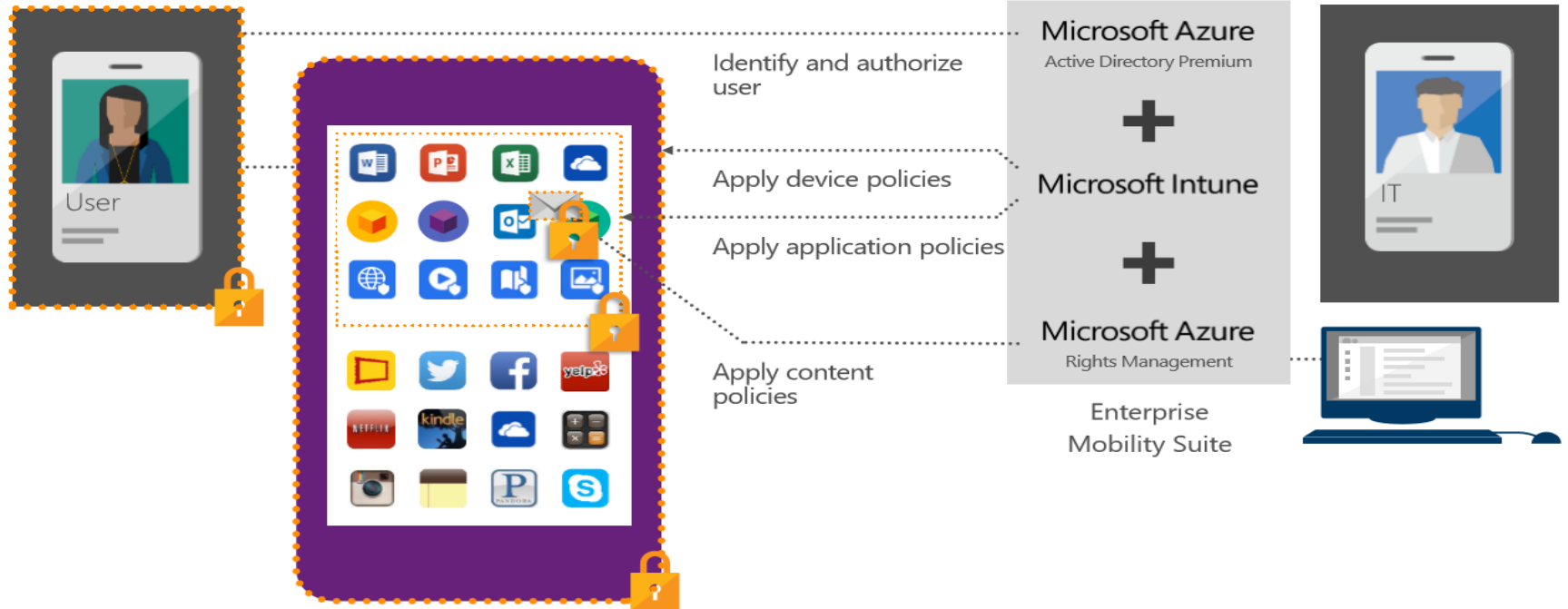
## Behavior based threat analytics



Advanced Threat  
Analytics

Identify suspicious activities and advanced threats in near real time, with simple, actionable reporting

# Multiple layers of data protection



# Azure RMS is built on...

**Encryption:** documents are strongly encrypted at rest, in motion and in-use

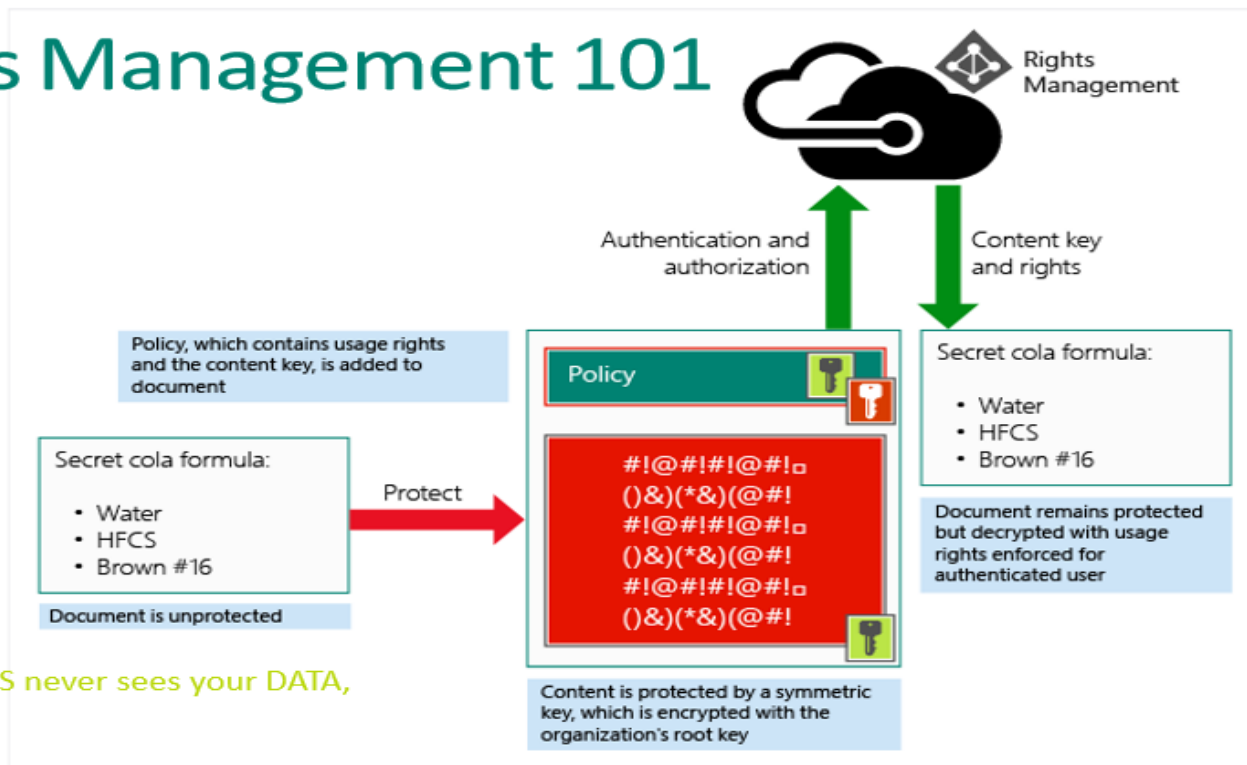
**Access controls:** user identities are used to restrict access

**Policy enforcement:** granular rights control individual actions and behaviors

**Access logging:** a document access is logged where ever and whenever it is used



# Rights Management 101



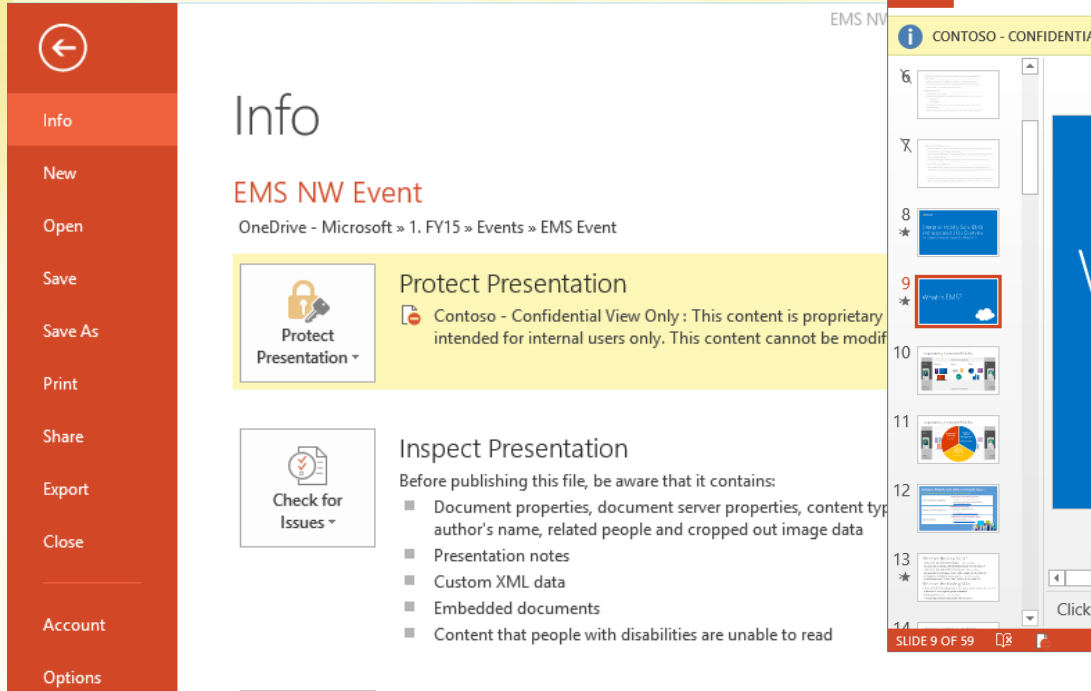
Important: RMS never sees your DATA, only your keys

# Rights Protect Email

The screenshot displays the Microsoft Outlook interface for the account karenb@ts2nw.onmicrosoft.com. The interface is divided into three main sections: a left-hand navigation pane, a central message list, and a right-hand message details pane.

- Navigation Pane (Left):** Shows the folder structure for the mailbox, including 'Inbox' (39 items), 'Drafts', 'Sent Items', 'Deleted Items' (27), 'Clutter', 'Conversation History', 'Junk Email', 'Outbox', 'RSS Feeds', and 'Search Folders'. Below this, it shows 'Online Archive' and 'Resellers'.
- Message List (Center):** Displays a list of emails. The top email is from 'Karen Berg' with the subject 'Confidential Communication' and a timestamp of '12:07 PM'. A green arrow points to the 'Unread' filter dropdown in the top-left corner of this list. Below it, other emails are listed, including one from 'Microsoft Online Services' and another from 'Microsoft Azure Team'. A 'Protect' icon is visible next to the email from Michael Kophs.
- Message Details (Right):** Shows the content of the selected email. It includes the sender's name 'Karen Berg', the date 'Mon 5/18/2015 12:07 PM', and the subject 'Confidential Communication'. The body of the email contains a message about Microsoft Information Protection solutions, with a link to <http://go.microsoft.com/fwlink/?LinkID=147091> and another link to <http://www.microsoft.com/rms>. A status bar at the bottom of the details pane indicates 'Karen Berg The "Resellers" site has a new mailbox'.

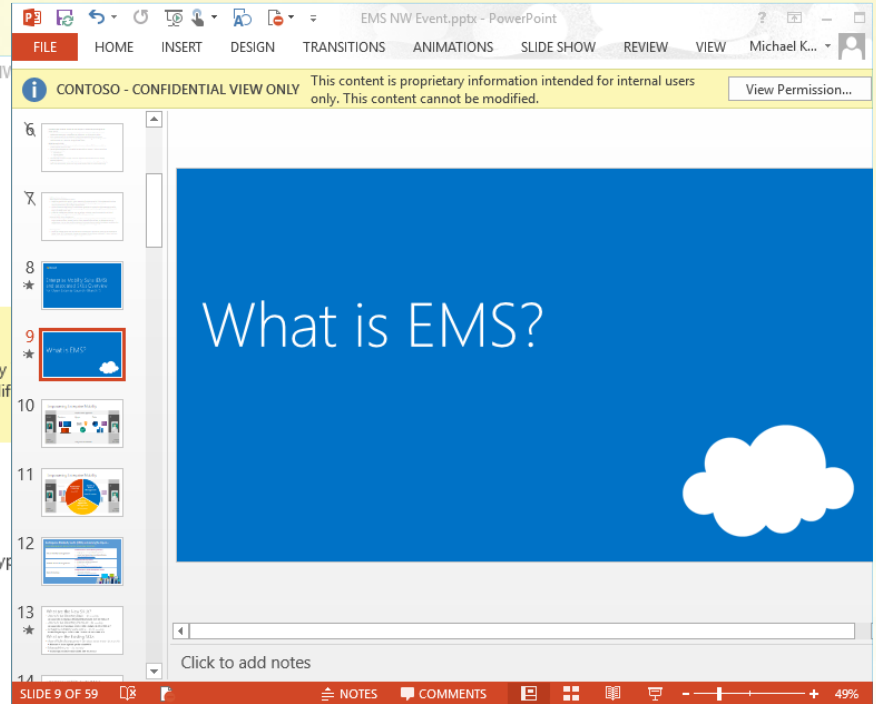
# Rights Protect Office Documents



The screenshot shows the Microsoft Office ribbon with the following options visible:

- Info
- New
- Open
- Save
- Save As
- Print
- Share
- Export
- Close
- Account
- Options

The 'Protect Presentation' option is highlighted, showing a lock icon and the text 'Protect Presentation'. Below it, the 'Check for Issues' option is visible, showing a document icon with a checkmark and the text 'Check for Issues'.



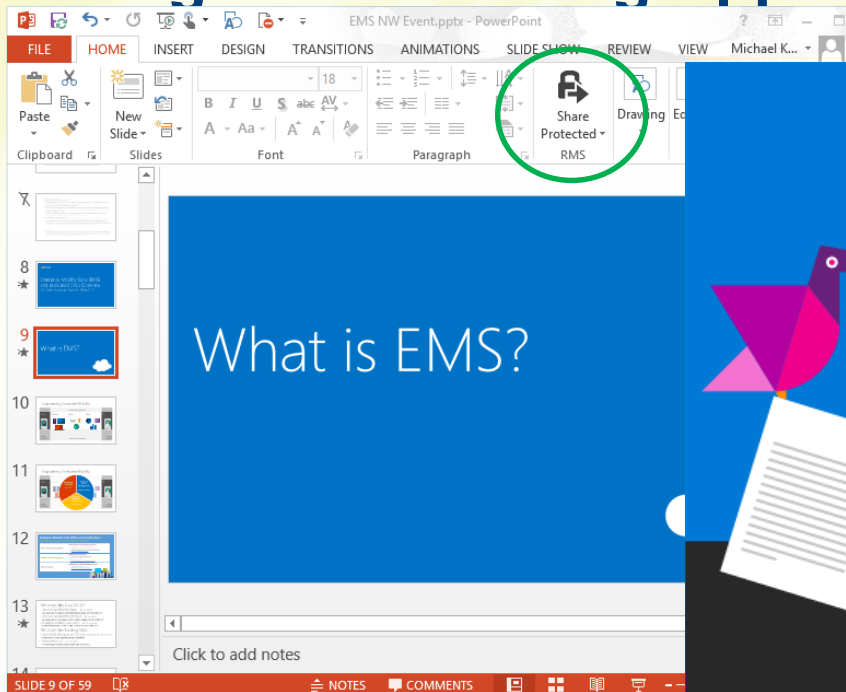
The screenshot shows a PowerPoint presentation titled 'What is EMS?'. The slide content includes the text 'What is EMS?' and a white cloud icon on a blue background. The presentation is in 'CONFIDENTIAL VIEW ONLY' mode, with a warning message: 'This content is proprietary information intended for internal users only. This content cannot be modified.' The slide number '9' is visible in the bottom left corner of the slide area. The PowerPoint ribbon is visible at the top, showing tabs for FILE, HOME, INSERT, DESIGN, TRANSITIONS, ANIMATIONS, SLIDE SHOW, REVIEW, and VIEW. The status bar at the bottom indicates 'SLIDE 9 OF 59' and '49%' zoom.



# Protect SharePoint Document Libraries

The screenshot displays the Office 365 interface. At the top, the navigation bar shows 'Office 365' and 'Sites'. Below this, the 'PowerPoint Online' header is visible, along with the site name 'Contoso Team Site' and options to 'Open in PowerPoint' and 'Start Slide Show'. A yellow warning banner reads 'Secure Documents All company secure docs'. The main content area features a blue slide with the Microsoft logo and the text: 'Enterprise Mobility Suite (EMS) and associated SKUs Overview for Open License Launch (March 1)'. To the right, the 'Secure Docs' document library is shown, including 'Home', 'EDIT LINKS', and a list of documents: 'EMS NW Event', 'RightsManagementServices\_April2014', and 'Test RMS'. The library also includes 'New', 'Upload', 'Sync', and 'Share' options, a search bar, and a 'Drag files here to upload' prompt.

# Send protected documents to anyone with the Rights Management Sharing Application



share protected

EMS%20NW%20Event.pptx

USERS

- Viewer – View Only  
Users can view the attachments, but cannot print, edit, or copy content.
- Reviewer – View and Edit
- Co-Author – View, Edit, Copy and Print
- Co-Owner – All Permissions

- Expire these documents on:
- Email me when someone tries to open these documents
- Allow me to instantly revoke access to these documents [?](#)

Send

Cancel

[Privacy](#) [Help](#)



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## Administrator defines a departmental template:



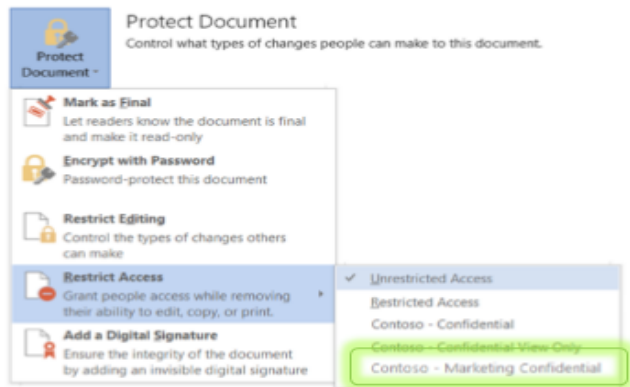
marketing departmental template

RIGHTS SCOPE CONFIGURE

USER NAME

Marketing@AzureRMS.onmicrosoft.com

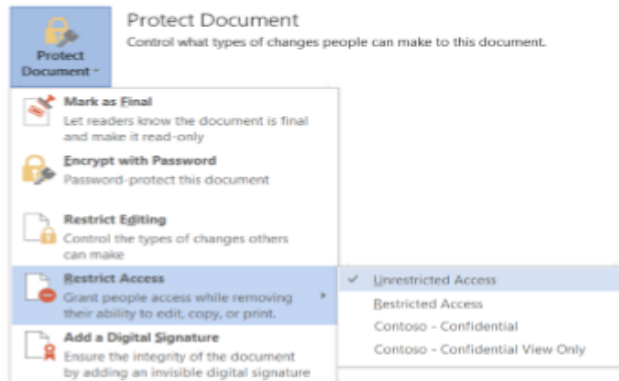
## What a Marketing user sees:



**Protect Document**  
Control what types of changes people can make to this document.

- Mark as Final**  
Let readers know the document is final and make it read-only
- Encrypt with Password**  
Password-protect this document
- Restrict Editing**  
Control the types of changes others can make
- Restrict Access**  
Grant people access while removing their ability to edit, copy, or print.
  - Unrestricted Access
  - Bstricted Access
  - Contoso - Confidential
  - Contoso - Confidential View Only
  - Contoso - Marketing Confidential
- Add a Digital Signature**  
Ensure the integrity of the document by adding an invisible digital signature

## What a other users see:



**Protect Document**  
Control what types of changes people can make to this document.

- Mark as Final**  
Let readers know the document is final and make it read-only
- Encrypt with Password**  
Password-protect this document
- Restrict Editing**  
Control the types of changes others can make
- Restrict Access**  
Grant people access while removing their ability to edit, copy, or print.
  - Unrestricted Access
  - Bstricted Access
  - Contoso - Confidential
  - Contoso - Confidential View Only
- Add a Digital Signature**  
Ensure the integrity of the document by adding an invisible digital signature

## Enterprise Mobility Suite

**\$8.75\***  
per month

Azure AD Premium

Microsoft Intune

Azure Rights Management

Microsoft Advanced Threat Analytics

## Purchased separately

**\$17.50\***  
per month

Azure AD Premium \$6

Microsoft Intune \$6

Azure Rights Management \$2

Microsoft Advanced Threat Analytics \$3.50

\*Estimated retail price per user per month with annual commitment.

Questions?



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We've rescued so many clients who came to us with horror stories about software consultants who had let them down.

**And they all wish they had come to Mind Over Machines first.**

Since 1989, the business systems we've built, fixed, restored and upgraded have turned around failing businesses, saved millions, opened new markets, powered growth, and catapulted companies from obscurity to industry dominance.

APPLICATION DEVELOPMENT | CRM | BI/DATA | SHAREPOINT | IT ASSESSMENTS | HEALTHCARE IT

# Evaluations & Door Prizes Learning Center Offer

# THANK YOU!

Today's Slides Available at:  
[www.syssrc.com/seminar\\_slides](http://www.syssrc.com/seminar_slides)



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